



## **Pre-Solicitation Conference**

The Government will conduct a Pre-solicitation Conference on February 7, 2002 at the Washington Dulles Airport Marriott. The conference will start at 9 a.m. and will last approximately three hours. Conference check-in will begin at 8:15 a.m. Hotel reservation information and directions are provided below.

The purpose of the conference is to provide feedback to potential offerors on the final version of the RFP. Various Government team leads will brief their portion of the proposal instructions. A conference agenda can be found on the MMA public website <http://mmaprogram.nawcad.navy.mil>.

Potential prime offerors may request a 50-minute "One-on-One" meeting with the Government commencing at approximately 1 p.m. The Government must receive requests for a "One-on-One" meeting no later than COB February 1, 2002. The order of the "One-on-One" meetings will be randomly determined. The Government will notify those seeking "One-on-One's" by COB February 4, 2002 as to the exact time of their meeting.

Space is limited; therefore, potential prime offerors are limited to six (6) representatives and potential subcontractors and other organizations are limited to two (2) representatives.

To pre-register for the conference, please provide your name, company, phone number and e-mail address to [mma@navair.navy.mil](mailto:mma@navair.navy.mil) or contact Bill Vaughan at [vaughanwh@navair.navy.mil](mailto:vaughanwh@navair.navy.mil) no later than close of business on February 1, 2002.

Any questions regarding the Pre-Solicitation Conference may be directed to Steve Facini at 301-757-5240.



## Pre-Solicitation Conference

### Agenda (Preliminary)

0815 – 0900	Registration
0900 – 0915	Opening Remarks
0915 – 0930	Guest Speaker
0930 – 0945	Acquisition Overview/Update
0945 – 1000	RFP Overview/Update
1000 – 1015	Source Selection Overview
1015 – 1030	Break
1030 – 1115	Proposal Instructions
1115 – 1120	Receipt Of Written Questions
1120 – 1130	Break
1130 – 1145	Questions/Answers/Closing
1200 – 1300	Lunch
1300 – 1650	One-On-One With Industry



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### **HOTEL RESERVATION INFORMATION**

#### **Room Rates**

A limited number of rooms have been reserved at a group rate.

#### **Method Of Reservations**

Reservations may be made with Marriott reservations at 1-(800) 228-9290 or (703) 471-9500 for the Washington Dulles Airport Marriott at 45020 Aviation Drive, Dulles, VA 20166.

(Not the Washington Dulles Marriott Suites)

#### **Guaranteed Reservations**

All reservations must be accompanied by a first night room deposit, or guaranteed with a major credit card. The Hotel will not hold any reservations unless secured by one of the above methods.

#### **Cut-off Date**

Reservations by attendees must be received on or before Friday, **January 25, 2002** to receive the group rate.



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### **TRANSPORTATION INFORMATION**

Washington Dulles International Airport  
Curb Side Pick-Up

The **Washington Dulles Airport Marriott** offers complimentary shuttle service to and from the terminal. Exit at the east end of the airport at the baggage claim level and proceed to curbside 2A or 2H.

#### **Driving Instructions from:**

##### **Washington, DC**

Take Constitution Avenue to I-66 West\*. Follow to exit 67, RT 267 W (towards Dulles Airport). Take the Services exit (marked for motel and rental cars) before reaching the main terminal. Yield right at the top of the hill. The Dulles Airport Marriott is on the right.

##### **Richmond and all points South**

Take 95 North to exit 58b, 495 North. From 495 follow to exit 12, RT 267. Follow towards the Dulles Airport. Take the Service Road exit (marked for motel and rental cars) before reaching the main terminal. Yield right at the top of the hill. The Washington Dulles Airport Marriott is on the right.

##### **Tyson's Corner**

Take Leesburg Pike, RT 7 West to RT 267 West, towards the Dulles Airport. Take the Services exit (marked for motel and rental cars) before reaching the main terminal. Yield right at the top of the hill. The Washington Dulles Airport Marriott is on the right.

##### **Baltimore and all points North**

Take 95 South to exit 27, 495 West. Follow to exit 12, RT 267 West (towards Dulles Airport). Take the Services exit (marked for motel and rental cars) before reaching the main terminal. Yield right at the top of the hill. The Dulles Airport Marriott is on the right.

##### **Reagan National Airport**

Exit Airport onto the George Washington Memorial Parkway. Follow signs for RT 66 West, exit onto Sprout Run Parkway. At second traffic light turn right. Follow to first light and turn left onto RT 66 West\*. Follow to RT 267 West towards the Dulles Airport. Take the Services exit (marked for motel and rental cars) before reaching the main terminal. Yield right at the top of the hill. The Washington Dulles Airport Marriott is on the right.

##### **Reston Towne Center**

Turn right onto Reston Parkway. Go 1/4 mile and turn right onto RT 267 West, towards the Dulles Airport. Take the Services exit (marked for motel and rental cars) before reaching the main terminal. Yield right at the top of the hill. The Washington Dulles Airport Marriott is on the right.

\*I-66 has HOV (High Occupancy Vehicle, 2 or more passengers required by law) from 6:30 AM to 9:00 AM Eastbound to Washington and 3:30 PM to 6:30 PM West to Vienna and Dulles.

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